



# ASSETS AND FACILITIES SUB-COMMITTEE

5 September 2023

Dear Councillor

**NOTICE IS HEREBY GIVEN** that a Meeting of the Assets and Facilities Sub-Committee at which your attendance is summoned, will be held at **Mayor's Parlour - Town Hall** on **Monday, 11th September, 2023** at **3.30 pm** to transact the business specified in the Agenda as set out.

Iain Wedlake  
Town Clerk

Distribution: Councillors J Atkins (Chair), R Phipps (Deputy Chair), M Jackman, P Lloyd, V Rudge and C Williams



**For information – to be taken as read:**

- 1** ***Declarations of Interest** – Members are reminded that they should declare any interest in the items to be considered and are also advised that the timescale to alter their stated interests with the District Council's Monitoring Officer is 28 days.*
- 2** ***Items requiring urgent attention** – to consider those items which, in the opinion of the Committee Chair, should be considered by the meeting as matter of urgency (if any). To be taken at the end of the meeting.*
- 3** ***The Freedom of Information Act 2000** deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.*
- 4** ***The Data Protection Act 2018** precludes this Authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public. Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available, but individuals are protected.*
- 5** ***Mobile telephones** Councillors and members of the public are requested to ensure that mobile phones are switched to 'silent' during the meeting to avoid disruption.*
- 6** ***Recording** this meeting may be filmed or audio taped.*
- 7** ***Public Participation:** Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman. The comments of members of the public and electors of the parish who speak before the start of the will not form part of the Minutes of the meeting.*



## **AGENDA**

### **PART I**

**(Open to the Public)**

1. **Apologies for Absence**

To receive, note and where requested, approve the reasons for apologies for absence.

2. **Declarations of Interest**

To declare any disclosable interests relating to the forthcoming items of business (if any).

3. **Minutes (Pages 5 - 8)**

To approve, sign and adopt the minutes of the Assets & Facilities Sub-Committee meeting held on 31<sup>st</sup> July 2023.

Action Point Updates

Major Project Update

4. **Replacement CCTV (Verbal Report)**

Other Works

New Items

5. **Disposal of Xmas Lights**

6. **Formation of a "Teignmouth in Bloom" (To be renamed) Working group to replace the existing outside body**

To replace the existing "Teignmouth in Bloom" outside body with a working group off of the Assets committee.

Initially comprising the existing members of the outside body, Terms of reference to be drafted by them for the next Assets Committee.

7. **Teignmouth in Bloom locations (Verbal Report)**

8. **Triangle Electrics (Verbal Report)**

9. **Recap on any new Action Points**

10. **Date of Next Meeting**

20<sup>th</sup> November 2023 15:30 Mayors parlour

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## TEIGNMOUTH TOWN COUNCIL

Minutes of a Meeting of the  
**Assets and Facilities Sub-Committee**  
held at **Mayor's Parlour - Town Hall** on  
**Monday, 31st July, 2023 at 3.30 pm**

**Present:**

Councillors J Atkins (Chair), R Phipps (Deputy Chair), M Jackman and P Lloyd

**Absent:**

V Rudge, S Miller and C Williams

**Officers In attendance:**

Cliff Spong  
Iain Wedlake

**71 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor C Williams

**Resolved** that the apology be noted

No other apologies were received

The Chair reiterated that Cllrs should remind colleagues that meetings are occurring

**72 MINUTES OF PREVIOUS MEETING**

The three Cllrs that were present at the last committee meeting, Cllrs Atkins, Phipps & Lloyd, considered the minutes of the Assets & Facilities Sub-Committee meeting held on Monday 22<sup>nd</sup> May 2023

**Resolved** that the minutes of the Assets & Facilities Sub-Committee meeting held on Monday 22<sup>nd</sup> May 2023 be approved and signed as a correct and accurate record of the meeting

Proposed by Cllr Atkins  
Seconded by Cllr Phipps

**Carried** 3 for, 1 abstention (Cllr Jackman not present at the meeting)

**73 ACTION POINT UPDATE**

Update on outstanding action points:

- Cllr Atkins to approach the OPCC in pursuit of a grant

Update: Cllr. Atkins reported that she is still pursuing funding through the OPCC and the Devon Community Foundation. However, she went on to report that there is currently no money available. Further Cllr. Atkins stated that she had emailed the 5 TDC Cllrs. regarding the lighting across the Den.

– Action left as Ongoing

- P&FM to approach the Gardening Club to discuss Bitton Park planting & maintenance

Update: P&FM reported that he has had agreement from the chair of the Gardening Club, Dr. Nick Cooling, that volunteers will be doing the maintenance of the borders and planters around Bitton House. With the Friends of the Orangery, they will manage all the flower beds in Bitton Park. TTC have agreed to purchase all the plants once a planting scheme has been devised in the autumn.

The P&FM also asked that the Council's thanks be recorded for the Traders in the town who have been looking after the planters at Regent Street and Pellow Arcade again with plants provided by TTC.

– Action Discharged

#### **74 REPLACEMENT CCTV**

The P&FM and the Town Clerk gave a further update on the progress of the replacement CCTV control room within Bitton House saying that the Control Room was now up and running. Works are now proceeding to deliver further coverage to the town.

Further the Town Clerk, P&FM and P&FO had a visit to Torbay CCTV control room at Torquay and gained a great deal of information and ideas for progressing the project.

#### **75 NOTICEBOARD**

The P&FM gave an overview of a replacement Noticeboard to be located outside Bitton House. He stated that the current noticeboard was showing signs of it's age, is of an inappropriate size and is now uneconomical to repair.

The committee were asked to resolve that a new Noticeboard be purchased to allow a more appropriate display of information to the Public.

Proposed by Cllr Phipps

Seconded by Cllr Atkins

Carried 4-0

#### **76 RECAP ON ANY NEW ACTION POINTS**

There were no new actions from this meeting

#### **77 DATE OF NEXT MEETING**

The date of the next meeting was agreed to be amended to be held on Monday 11th September 2023 at 15:30 at Bitton House

The meeting was closed by the Chairman at 4.15 pm

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Cllr J Atkins (Chair)

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